

# 2024 Workplace Safety Grants for Healthcare Entities Questions and Answers

UPDATED: 5/21/2024

## **Q1. Are assisted living facilities eligible to apply for these grants?**

A1. Yes, assisted living facilities are considered long-term care facilities and are eligible to apply for this program.

## **Q2. Are memory care facilities eligible to apply for these grants?**

A2. Yes, memory care facilities are considered long-term care facilities and are eligible to apply for this program.

## **Q3. Are 245G substance use disorder licensed residential treatment providers eligible to apply for these grants?**

A3. Yes, 245G substance use disorder licensed residential treatment providers are considered eligible health care entities.

## **Q4. Are residential treatment programs and psychiatric treatment facilities for youth eligible to apply for these grants?**

A4. Yes, residential treatment programs and psychiatric treatment facilities for youth are considered eligible health care entities.

## **Q5. Are mental health crisis centers (drop-in and short-term residential care for adults and youth) eligible to apply for these grants?**

A5. Yes, mental health crisis centers are considered eligible health care entities.

## **Q6. Are individual clinics that are part of a larger health system eligible to apply?**

A6. Yes. Health care entities with multiple locations, such as larger health systems comprised of individual clinics, may submit separate applications for distinct projects happening at different locations or one application covering work that spans multiple locations. The award for each application will not exceed the statutory limit of \$50,000, as outlined in section 1.4 of the RFP.

**Q7. If a medical clinic is not located in a rural area, is the clinic still eligible to apply for these grants?**

A7. Yes, health care entities that are not located in rural areas are eligible to apply for this program. One category of eligible applicants, acute care hospitals staffed for 49 beds or fewer, includes a requirement that the hospital must be located in a rural area.

**Q8. Can organizations submit multiple applications, each requesting \$25,000-\$50,000? Is the \$50,000 max per organization or per application?**

A8. Health care entities with multiple locations may submit separate applications for distinct projects happening at different locations or one application covering work that spans multiple locations.

An organization with a single location may submit one application per grant cycle.

The award for each application will not exceed the statutory limit of \$50,000, even if an application includes work at multiple locations, as noted in section 1.4 of the RFP.

**Q9. As a health care campus with a medical clinic, critical access hospital, and long-term care facility all located at the same location and under a single federal and state ID, are we able to submit an application for each facility? Or can we only submit one application for all the facilities at this location?**

A9. An organization with a single location, even if there are multiple facilities at that location, may only submit one application per grant cycle.

**Q10. Is there a funding preference for critical access hospitals or clinics?**

A10. There is no funding preference for critical access hospitals or clinics. Both critical access hospitals and clinics are eligible to apply for this program, and applications from all eligible entities will be reviewed and scored according to the evaluation criteria in RFP Attachment A.

**Q11. Page 8 of the RFP provides details about reporting to MDH. It states that grantees will report on workplace safety incidents during the grant period and the preceding three years. Some of our locations just started to track this information, so three years of information is not available. Would these locations be ineligible to apply?**

A11. We understand that some entities may not have workplace safety data from the past three years. These entities are still eligible to apply for this program. When responding to the application question requesting workplace safety data for the past three years, provide the data you do have along with an explanation of why complete data are not available.

**Q12. What kinds of equipment are allowable? What about equipment such as eyewash stations and autoclaves that relate to workplace safety but not to violence prevention?**

A12. As noted in the RFP, this grant program is focused on preventing workplace violence. See section 2.2 of the RFP for examples of eligible projects, activities, and expenses. Equipment requested must align with a proposed project to increase safety measures and/or establish or expand programs to train staff on de-escalation and positive support services in health care settings.

**Q13. Are health care associations representing health care entities eligible to apply for these grants?**

A13. No, health care associations are not eligible to apply.

**Q14. Our higher education institution has a clinic. Is our higher education institution eligible to apply for these grants on behalf of our clinic?**

A14. Yes, if a clinic is part of a higher education institution, the institution may apply on behalf of the clinic.

**Q15. Our hospital is licensed for 108 beds but is staffed for 47 beds. Would we be eligible to apply for this grant?**

A15. Acute care hospitals staffed for 49 beds or fewer and located in a rural area are eligible, as are critical access hospitals. See the list of eligible entities in RFP section 1.4.

**Q16. What is the need for the audited financial statement? If we do not have an independent audit, can we just upload income statements from the agency applying?**

A16. MDH conducts pre-award risk assessments of potential grant recipients in accordance with federal, state, and agency policies. The pre-award risk assessment allows MDH to better understand the capacity of applicants, determine if it is in the best interest of the state to award funding, and identify opportunities for technical assistance to those that receive grant funds.

The [Due Diligence Review Form](#) submitted by applicants is part of the pre-award risk assessment. Section 4 of the Due Diligence Review Form requires applicants to submit documentation that corresponds to their total revenue from the most recent twelve-month accounting period:

- For nonprofits:
  - Less than \$50,000: The most recent financial statement
  - \$50,000 - \$750,000: The most recent IRS form 990 or 990 EZ
  - More than \$750,000: The most recent certified financial audit
- For for-profits:
  - The most recent state and federal tax returns and most recent financial statements
  - Description of the assets and associated liens (if applicable)

### **Q17. Are cameras considered an eligible program expense?**

A17. Yes, as noted in RFP section 2.2, electronic equipment such as cameras, radios, panic buttons and door locking/access systems are allowable expenses. See section 2.2 of the RFP for additional examples of eligible projects, activities, and expenses.

### **Q18. Are indirect costs considered an allowable program expense? What qualifies as “indirect costs”?**

A18. No, as noted in RFP section 2.2, indirect costs are not an allowable program expense.

Indirect expenses refer to administrative or overhead costs that are not readily associated with a particular project or program. Examples include the cost of an organization’s office space rent and utilities.

### **Q19. Are applicants required to submit documentation of bids obtained as evidence for the costs indicated in our budget?**

A19. Applicants are not required to submit documentation of bids obtained, but are welcome to submit documentation as supplemental attachments to the application. Applicants who become grantees will be responsible for upholding the grant provisions detailed in RFP section 2.4, which include contracting and bidding requirements.

### **Q20. Are staff time / wages to participate in workplace safety trainings considered an allowable program expense?**

A20. Yes, as noted in RFP section 2.2, salaries and fringe for staff involved in grant management or project implementation are an eligible expense. This includes time spent participating in workplace safety trainings.

## **Q21. How can we obtain a copy of the informational webinar presentation slides?**

A21. The informational webinar presentation slides will be posted on the ORHPC Grants and Funding [website](#). Please allow up to 2-3 weeks for the presentation to be posted.

## **Q22. Do nursing homes qualify as long-term care facilities?**

A22. Yes, nursing homes are considered long-term care facilities and are eligible to apply for this program.

## **Q23. Are mental health facilities eligible to apply for these grants?**

A23. Yes, mental health facilities are considered eligible health care entities.

## **Q24. Where can I find examples of “positive support services”?**

A24. For the purposes of this grant program, “positive support services” refers broadly to programs, resources, and services that support the well-being of staff and patients prior to, during, and/or following incidents of violence and other safety incidents. Examples can be found in section 2.2 of the RFP. This is an area in which evidence-supported innovation is encouraged.

## **Q25. What is an example of fringe expenditures?**

A25. Fringe benefits are expenses that are not salary/wages but are related to salary/wages, paid by an employer on behalf of an employee. Examples include insurance benefits, retirement benefits, and paid time off.

## **Q26. Can you use grant funding toward current crisis response or de-escalation training provided by your facility?**

A26. Grant funds must be used to increase safety measures and establish or expand programs. Grant funds may not be used simply to continue an existing program. As noted in RFP section 2.2, crisis response and de-escalation training are eligible activities, as long as the project establishes or expands programs.

## **Q27. One type of eligible entity is acute care hospitals staffed for 49 beds or fewer and located in a rural area. How is “rural” defined here?**

A27. For the purposes of this grant program, a “rural area” is defined as outside the seven-county Twin Cities metropolitan area.

**Q28. I am a workplace wellbeing consultant for the Department of Health and Human Services. I have been contacted to create innovative de-escalation trainings and purpose-driven staff support. Is it a conflict of interest to collaborate with numerous rural clinics to apply similar strategies or activities?**

A28. Applicants must complete a [Conflict of Interest Disclosure form](#) as part of their application. Applicants must use their own judgment and carefully consider whether a situation would give rise to an actual, potential, or perceived conflict of interest. MDH grant program staff reviewing the Conflict of Interest Disclosure will make a determination about whether the conflict(s) can be mitigated.

In this situation, the Department of Health and Human Services would not be an applicant itself, so we would encourage you to follow your own agency's conflict of interest policies and be transparent with applicants about the fact that you may collaborate on other applications.

**Q29. If a clinic is located within the seven-county metro area, but over 50% of the clients travel into the clinic from rural areas, would that clinic be eligible to apply for these grants?**

A29. Yes, health care entities that are not located in rural areas are eligible to apply for this program. One category of eligible applicants, acute care hospitals staffed for 49 beds or fewer, includes a requirement that the hospital must be located in a rural area.

**Q30. If a skilled nursing facility is a program within a broader organization, but is licensed as a skilled nursing program, would that facility be eligible to apply for these grants?**

A30. Yes, a skilled nursing facility that is part of a larger organization is eligible to apply.

**Q31. Is a mobile clinic serving rural MN eligible for this grant?**

A31. Yes, mobile clinics are considered eligible health care entities.

**Q32. Per the RFP, staff surveys are required. Does this need to be a full staff survey, or can it be directed to leadership staff that are responsible for implementing safety projects and measures?**

A32. ORHPC seeks results from surveys of all employees impacted by grant-funded projects. Survey results may differ between leadership and other staff, so it is important to survey a range of employees.

**Q33. Are both pre- and post- staff surveys required, or just post-surveys after the project has been completed?**

A33. Grantees will be required to report data from staff surveys conducted following the implementation of grant-funded projects. Grantees are encouraged to conduct baseline surveys prior to project implementation, but this is not a requirement. Applicants are required to provide information about employees' current perceptions of safety in the workplace.

**Q34. Would the expense of replacing existing furniture with unbreakable furniture in a youth mental health residential treatment facility (to reduce ability of youth to break, then use pieces of furniture to harm) qualify under the "Environmental Changes" area?**

A34. Replacing existing furniture with unbreakable furniture to promote staff and patient safety would be an allowable expense. Applicants are not limited to the activities listed under "Examples of Eligible Activities" in RFP section 2.2 and may propose other types of activities. Applicants are encouraged to be innovative when considering models and approaches that address the goals and outcomes of this grant program.

**Q35. RFP Section 1.3 states that a total of \$4,400,000 was allocated for this program through June 30, 2027, and MDH anticipates administering up to three grant cycles depending on the availability of funds. Would these grant cycles be annual? For instance, would the next funding cycle likely open again next April?**

A35. Depending on the availability of funds, additional cycles for the Health Care Workplace Safety program will be made available. MDH anticipates making these annual cycles, though final details including dates and timelines for future grant cycles have yet to be determined. Please monitor the ORHPC Grants and Funding website for information regarding future grant cycles for this program.

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